

NOTICE

U.S. DEPARTMENT OF TRANSPORTATION FEDERAL AVIATION ADMINISTRATION

N 8300.116

11/22/04
Cancellation
Date: 11/22/05

SUBJ: AFS MAINTENANCE DAR AND ODAR PROCEDURES

- 1. PURPOSE.** This notice provides information to aviation safety inspectors (ASI) regarding the certification and renewal of Designated Airworthiness Representatives (DAR) and Organizational Designated Airworthiness Representatives (ODAR).
- 2. DISTRIBUTION.** This notice is distributed to the branch level in the Aircraft Certification Service and the Flight Standards Service; to the branch level in the Aircraft Certification Directorate Offices and the Regional Flight Standards Divisions; to the Federal Aviation Administration Academy and the Regulatory Support Division; to all Flight Standards District Offices; International Field Offices; International Area Offices; Aircraft Certification Offices; and Manufacturing Inspection District and Satellite Offices. This information is also available on the Federal Aviation Administration's (FAA) Web site at:
<http://www.faa.gov/avr/afs/notices/8300/N8300.116.doc>.
- 3. BACKGROUND.** Title 14 of the Code of Federal Regulations (14 CFR) provides for the appointment of individuals to act as representatives of the Administrator. On December 6, 2002, 14 CFR part 183 §183.33 was amended to allow designees to perform examinations, inspections, and testing services necessary to issue and to determine the continued effectiveness of certificates. This amendment was in response to the Aging Airplane Safety Interim Final Rule that required the Administrator to make inspections and records reviews to assure the continued airworthiness of aging aircraft. During the preparation for the issuance of guidance for Function Code 49 (Aging Aircraft) it was determined that the guidance contained in the Order 8300.10, Airworthiness Inspectors Handbook, was outdated and inadequate. Additionally, change 2 to Order 8100.8, Designee Management Handbook, imposed a requirement that DARs/ODARs authorized Function Code 49, complete on-the-job-training (OJT) from the local certificate holding district office. This notice contains clarification for this OJT requirement that will be included in a future revision to Order 8100.8.
- 4. DISCUSSION.**
 - a.** Order 8300.10 references informational material that has been canceled and forms that are no longer used.
 - b.** The current guidance in Order 8100.8, paragraph 1403 d(1)(b)3, Issue Notification of Completion to Operators After Conducting Aircraft Records Reviews and Structural Spot Inspections (Function Code 49), implies that an applicant must have completed OJT from the local certificate-holding district office (CHDO) prior to applying for Function Code 49.

NOTE: The following change has been submitted to the 8100.8 for clarification: the requirement for OJT has been removed from item three, and added as an additional item.

c. Prior to exercising the authority of this function, the applicant must be thoroughly familiar with the appropriate chapters of Order 8300.10 and have satisfactorily completed OJT on the air carrier's maintenance policies and procedures from the cognizant CHDO.

NOTE: The OJT portion of the specialized requirements will not be required for evaluation by the National Examiner Board (NEB). After selection and prior to utilizing the authorization of Function Code 49 for a specific carrier, the DAR must receive the OJT required by this paragraph. The DAR must have documented proof of the training from the CHDO required by this paragraph while exercising the authority authorized by this function.

d. At a minimum, the basis for this OJT should be the Job Task Analysis used to provide training to ASIs for spot inspections, records reviews, and maintenance programs specific to the fleet being inspected. After completion of OJT by individual CHDOs the organizations for which Function Code 49 is authorized should be entered into the Designee Information Network (DIN) database for each authorized individual.

e. Flight Standards in response to various audits and proposed rulemaking is conducting a comprehensive review of the current guidance and will be revising the 8300.10 accordingly. Order 8100.8 contains the most current guidance for evaluating DAR/ODAR applicants as well as training and oversight considerations for designees. Order 8100.8, chapter 14 contains the necessary guidance for appointment and evaluation of Flight Standards designees.

5. DISPOSITION. This notice will provide interim guidance until such time as Order 8300.10 is revised to include guidance consistent with Order 8100.8. The Aircraft Maintenance Division, AFS-300, in coordination with the Flight Standards Regulatory Support Division, AFS-600, developed this notice. If there are questions or comments regarding this notice, contact Russell (Rusty) Jones, AFS-309, at (202) 267-7228.

/s/ Chester D. Dalbey for
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